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This Assistance Bulletin only applies to property within unincorporated Snohomish County and does not apply to property within incorporated city limits.

# Source Control Best Management Practices (BMPs)

Assistance Bulletin

# # 101

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This bulletin provides information for business owners and designers of commercial and industrial projects, particularly those subject to “Minimum Requirement #3 (Source Control)” as described in Snohomish County Code (SCC) Section 30.63A.515. It explains the “Best Management Practices” (BMPs) for source control of stormwater for various business activities and land uses. A BMP may be an activity, a maintenance procedure, a physical or structural device, or a management practice used to prevent or reduce the release of pollutants to storm water. BMPs are further described in Chapter 30.63A (Drainage) SCC and in Volume IV of the Snohomish County Drainage Manual (Drainage Manual). SCC Chapter 7.53 (Water Pollution Control) provides minimum requirements to control potential discharges of contaminants to drainage facilities, natural drainage systems, stormwater, receiving waters, and groundwater in Snohomish County.

**Q:** What types of common business activities and facilities typically require the use of source control Best Management Practices (BMPs)?

**A:** Businesses are required to implement BMPs if potential pollutants are accumulated and/or generated from the commercial activity and there is potential for surface/stormwater contamination resulting from storage and/or use of the material. Some common business activities that have specific BMPs include the following: outdoor equipment storage, loading and unloading area activities, fueling at gas pumps, vehicle maintenance and car wash facilities, auto or RV sales, food service, landscaping, or animal handling activities. This list might also include pipe discharges from industrial sites to drainage ditches, natural water bodies (rivers, lakes, or streams) or storage of liquids in above ground tanks and other substance containers. A more complete list of businesses that must use or construct BMPs can be found in Chapter 3 of Volume IV of the Drainage Manual.

**Q:** What BMPs apply to these business activities and facilities?

**A:** Volume IV of the Drainage Manual is a good reference for what BMP's will be required in the design and construction of a facility and, therefore, must be part of a building or tenant improvement permit submittal package. A basic BMP for all work areas includes preventing spills or prohibited discharges from reaching a stormwater drainage system. Employers are responsible for training their employees on procedures in the event of a spill and on the location of the spill kit if spills are a potential hazard from that business or a particular activity.

This bulletin is intended only as an information guide. The information may not be complete and is subject to change. For complete legal information, refer to Snohomish County Code.

**Q:** Do these BMPs apply to my business even if I am not expanding my building or changing my site and do not need any kind of permit?

**A:** Yes, SCC Chapter 7.53 and Volume IV of the Drainage Manual require source control BMPs for the specific activities and land uses highlighted in this bulletin and detailed in Chapter 3 of Volume IV of the Drainage Manual. The Snohomish County Department of Public Works Surface Water Management Division audits and inspects various types of businesses (Appendix 8 of the Phase I Municipal Stormwater Permit contains the list of outdoor pollutant-generating sources) within the County throughout the year as part of the County's National Pollutant Discharge Elimination System (NPDES) permit program administered by the Washington State Department of Ecology (DOE). Through the NPDES inspection process, the County Surface Water Management Division will provide advice on what can be done at a business to prevent stormwater pollution from entering receiving waters.

**Q:** What types of businesses are especially important users of source control BMPs?

**A:** Certain businesses, by their nature, have the potential to pollute surface waters or groundwaters of the state. Examples of these businesses include boat repair and maintenance, commercial printshops, commercial composting, commercial landscape facilities where herbicides and pesticides are used, and wrecking or vehicle storage yards where cars and trucks are being dismantled for scrap or recycled or resold as used parts. These and other businesses may generate discharges to receiving waters that are potentially toxic and need to be controlled at the source. A more complete list of these businesses can be found in Volume IV, Appendix IV-A and Chapters 3 and 4 of the Drainage Manual.

**Q:** What BMPs may I be required to construct?

**A:** Measures must be taken to prevent pollutants from entering the stormwater system or adversely impacting receiving waters. These measures may involve the use of constructed facilities that need to be designed as part of the building permit or tenant improvements submittal, and generally include on-going operational practices. Chapter 5 of Volume IV of the Drainage Manual provides an extensive list of BMPs for specific business activities and business types that involve pollution-generating activities.

**Q:** Does the size of the business affect the BMPs to be used?

**A:** The size of the business does not affect the types of BMPs to be used. Table 4.1 in Chapter 2 of Volume IV of the Drainage Manual allows a small business with only one employee to forgo training, employee meetings, and assignment of stormwater management tasks. However, it does not relieve the business from proper record keeping of prohibited discharge elimination, spill response, pollution prevention of storage and work areas, inspection, and maintenance BMPs.

**Q:** If Minimum Requirement #3 (Source Control) applies to my project or business activity, what do I do?

**A:** If source control measures are required for your project or business activity, you must prepare a stormwater pollution prevention plan (SWPPP) to specify the particular BMP or activity to be done on site to prevent pollution from entering the stormwater system. The narrative assessment and plan that comprise the SWPPP shall identify any prohibited discharges that could occur on-site or off-site. Measures to prevent these potential discharges should be identified in Element 9 (controlling pollutants) of the SWPPP. Erosion and sedimentation control BMP's which apply to a project's construction phase are described in Volume II of the Drainage Manual. Source control BMP measures for your particular business may already be described in Chapters 4 or 5 of Volume IV of the Drainage Manual.

**Q: Are there other NPDES permits I need to obtain?**

**A:** Certain types of businesses may require an industrial stormwater permit issued by the Washington State Department of Ecology (DOE). Appendix IV-E of the Drainage Manual identifies the businesses by Standard Industrial Classification (SIC code) that may be subject to these permit requirements. For more information about the state's permit application process, please see the DOE website at <http://www.ecy.wa.gov/programs/wq/stormwater/index.html>.

**Q: What if I have other questions?**

**A:** Call (425) 388-3311 or submit questions online at [AskPermitTech@snoco.org](mailto:AskPermitTech@snoco.org).

**Q: What are other sources of information related to this topic?**

**A:** Please see the following PDS Bulletins:

- [Bulletin #89](#) Drainage Review for Projects Vested on or after September 30, 2010
- [Bulletin #95](#) Frequently Asked Questions – New Stormwater Regulations and Rules

Also, the following websites contain potentially useful information:

- [www.snohomishcountywa.gov/1250](http://www.snohomishcountywa.gov/1250) - Grading, Clearing, and Drainage
- [www.snohomishcountywa.gov/1177](http://www.snohomishcountywa.gov/1177) - Pollution Source Control
- Snohomish Health District - Business Waste – [www.snohd.org/waste/business-waste](http://www.snohd.org/waste/business-waste)